

ADDISON PARK DISTRICT



*Leisure for your lifestyle.*

**Field Permit Application**

120 E. Oak Street, Addison, IL 60101

Office 630.833.0100 Fax 630.833.6025

[www.addisonparks.org](http://www.addisonparks.org)

Facility Requested (circle all that apply)

Application Date: \_\_\_\_\_

Community Park Fields: #1 (baseball), #2 (baseball), #3 (baseball), #4 (baseball), #5 (softball)

Centennial Fields: #1 (softball), #2 (softball), #3 (softball), Soccer

Nike Field Park (softball)

Foxdale Park: East (softball), West (softball), Soccer

Byron Field #1 (softball)

Highview Park (soccer)

Oak Knoll Park (softball/cricket)

Other Field \_\_\_\_\_

Permit Date(s) \_\_\_\_\_

Purpose of Rental: \_\_\_\_\_

Time: Begin \_\_\_\_\_ am/pm

End: \_\_\_\_\_ am/pm

Participants: \_\_\_\_\_

Applicant: \_\_\_\_\_ Organization: \_\_\_\_\_

Address: \_\_\_\_\_ City/State \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: (Home) \_\_\_\_\_ (Work) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-Mail: \_\_\_\_\_

I, the undersigned Permit Holder, hereby accept responsibility for the care of the facility, building and/or property used in accordance with the rules and regulations as set forth by the Addison Park District as well as the terms and conditions relating to the Park District Permit.

It is fully understood and agreed by the parties that the Permit Holder guarantees to defend, indemnify and hold harmless the Addison park District, its officers, employees, volunteers and agents against any and all liabilities, claims, damages, losses, costs and expenses (including reasonable attorney's fees) arising indirectly or directly in connection with or under, or as a result of this Agreement.

I, the undersigned Permit Holder, certify that the use to which the Addison Park District facility is put shall fully comply with the provisions of the Americans with Disabilities Act (ADA). I understand that failure to comply with the ADA my result in a forfeiture of facility privileges unless and until the program or use is brought into compliance with ADA

**This application is NOT a guarantee of rental approval or availability of space.**

Signature of Applicant: \_\_\_\_\_

-----Office Use Only-----

Date Received: \_\_\_\_\_

Permit Number: \_\_\_\_\_

Rental Total: \_\_\_\_\_

### Park Rental Rules

A minimum of 5 business days is required to process a request for a permit. Once your date is approved, your permit will be mailed. If there is a conflict or problem with your request, we will contact you by phone.

**Reservations are limited to groups of 99 people or less.** For groups of 100 or more, users must obtain advance approval from the Board of Commissioners and/ or Executive Director, and at various locations you may be required to make arrangements for portable toilets, insurance and police Patrol.

1. All functions conducted in the Addison Park District Parks must be in accordance with the Addison Park District rules and regulations and ordinances may result in revocation of the permit.
2. The permit holder shall be completely responsible for the behavior of all participants and spectators and for the prompt departure and the end of stated park use.
3. The Park must be left in the original conditions.
4. No alcoholic beverages, illegal substances and smoking is allowed in any of our Parks.
5. Automobiles must be parked in designated areas. No Automobiles shall drive onto the grass.
6. The posting of any signs on park property is prohibitive.
7. Renter must be present at function at all times, NO EXCEPTIONS, or damage deposit will be forfeited.
8. The facilities will be used only during the hours as stated on the permit. Your set-up and clean-up must be included in the time you state on the request for a permit .
9. There is no grilling or open flame allowed in the parks without prior permission.
10. No amusement rides, dunk tank or inflatable bounces are allowed without specific permission for the Addison Park district and a valid certificate of insurance.
11. No person or organization will use a facility, grounds or equipment in any manner not expressly agreed upon in the permit.
12. You or your organization will clean and police the area; removing all refuse, litter, etc. that has accumulated as a result of your use.
13. The buildings, facilities or equipment shall not be used by any person for private business or any activity on which any individual or group makes a profit or gain, except as permitted by the Park Board.
14. The Addison Park District Reserves the right to cancel any permits at any time.
15. The Permit Holder is solely financially responsible for any damage the occurs on the Park District Property.
16. Any of these rules or regulations are violated the damage deposit will be retained.
17. **Special Requests:** Groups of 100+ people, the sale of goods/services, advertising/commercial activities, religious or partisan political events, amplified sound, tents/stages/stands/canopies/scaffoldings/platforms/other structures, the use of any electrical or electronic device requiring auxiliary power, bringing/landing/ascending any flying machine or balloon, horse riding, mechanical rides, inflated space walks, dunk tanks, and media (except news transmissions)/motion pictures/commercial photography all require approval of the Executive Director and possibly the Board of Park Commissioners.. A minimum of \$1M in general liability coverage with a certificate of insurance naming Addison Park District as additional insured may be required for such special requests **NOTE:** Due to time constraints for board approval, all special requests may not be approved.

**I agree to all of the above Rules and Regulations set forth by the Addison Park District**

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**Signature of Permit Holder**

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**Date**